

Rule 1.8

COURT CALENDAR MANAGEMENT

(a) **Non-Trial Additions/Deletions to Calendars By Counsel or Unrepresented Parties.** Any additions or deletions to the Court calendars other than for trials shall require 48 hours notice unless otherwise directed or scheduled by the Court.

(b) **Notice of Conflict.** Upon learning of a scheduling conflict between different courts within the District of Arizona, or between the United States District Court and the Arizona State Courts, counsel has a duty to promptly notify the Judges involved in order that the conflict may be resolved. Such notice shall be in writing, with a copy provided to all counsel and conflicted courts.

(c) **Inter-Division Conflicts.** Conflicts in scheduling between divisions of this Court may be governed by local rule or general order.

(d) **Resolution of Conflicts.** Upon being advised of a scheduling conflict, the Judges involved shall, if necessary, confer personally or by telephone in an effort to resolve the conflict. While neither the United States District Court nor any Arizona Court has priority in scheduling, the following factors should be considered in resolving the conflict:

- (1) The nature of the cases as civil or criminal, and the presence of any speedy trial problems;
- (2) the length, urgency, or relative importance of the matters;
- (3) a case which involves out-of-town witnesses, parties or counsel;
- (4) the age of the cases;
- (5) the matter which was set first;
- (6) any priority granted by rule or statute;
- (7) any other pertinent factor.